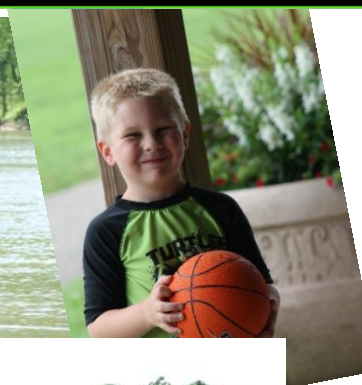
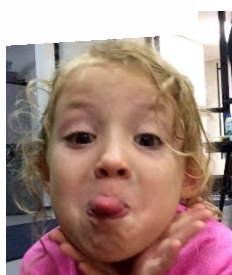




# 2016 Wyoming SUMMER CAMP

June 6–August 12



**PARENT INFORMATION MEETING**  
**Sunday, May 22, 2016 4pm**  
**Wyoming Recreation Department**

**ALL FORMS ARE DUE** prior to your child starting Summer Camp. If attending week 1 of camp all forms, registration fee and payment are due by June 2, 2016. **This includes all permission forms and the schedule for the summer weeks attending Summer Camp.**

**DAYS AND HOURS OF OPERATION**

- The Wyoming Summer Camp program will run Monday through Friday from June 6 through August 12<sup>th</sup>. Summer Camp is for kids entering grades K-7 and we also offer camp for Little Explorers ages 4-5 years old. Programming hours are 9:00 a.m. 4:00 p.m. but campers may be brought in as early as 7 a.m. and picked up as late as 6 p.m. **PLEASE DO NOT ARRIVE AFTER 9 a.m.** We ask this for the safety of all the campers. Field trip days are an exception if the field trip requires the child to be here at a different scheduled time to attend the field trip. Campers need to be signed in and out every day in the Multi-purpose room. Fees for the camp must be paid **in full by Thursday of the week attending prior to close.**
- The Wyoming Summer Camp program closes ***promptly*** at 6:00 pm. Parents must make arrangements to pick up their child before 6:00 p.m. Any children remaining past 6:00 pm must pay an overtime fine and may be dismissed from the program for repeated infractions. Fines for late pick up are \$5 after 6 pm.

**FOOD**

Campers have the option to pack lunch daily or buy their lunch from the Aquatic Center Concessions. Campers wishing to bring their own lunch and drink may do so and are placed in the refrigerator so feel free to use a reusable lunch bag. ***Field Trip days would be the only exception and lunches need to be in a disposable bag clearly marked with your child's name on the outside. Please include a bottle of water (with their name on it) in your child's lunch on field trip days.***

**Lunch options:**

- \$100.00 Lunch Bunch Card (*Lunch every day for the duration of Summer Camp except for field Trip days*)
- \$30.00 Lunch Card (*Good for 10 lunches a value of \$35.00*)
- Purchase lunch daily by placing money in the envelope provided with your child's name and attach to the completed order form and give to Summer Camp desk Coordinator.
- A snack will be provided in the afternoon after swimming.
- **Please note any and all dietary or medical restrictions your child might have on the medical emergency form.**

## ILLNESS

- Parents will be notified if their child appears to be too ill to remain in the program.
- Parents will be notified by a “posted notice” of any presence or outbreak of illness

## MEDICATIONS

- A Summer Camp Coordinator will administer medication to children with a written note from the parent. A prescription medication, **will not be administered if we do not have** on file an “administration of medication” form from the doctor on record.
- **DO NOT** send any medication to Summer Camp with your child. All medication must be hand delivered to the Coordinator on duty.
- ALL MEDICAL INFORMATION SHOULD BE NOTED ON THE MEDICAL FORM.

## EMERGENCIES

- The majority of the Summer Camp staff is certified in CPR and First Aid.
- In the case of a medical emergency the staff is directed to call 911 IMMEDIATELY and then notify the parent.
- An accident report will be completed for any incident and a copy will be given to the parent.

## BEHAVIOR

- Students enrolled in the Summer Day Camp program are expected to follow rules of good behavior and treat one another with courtesy and respect.  
***Absolutely no bullying will be tolerated.***
- ANY FOUL LANGUAGE WILL BE GROUNDS FOR DISMISSAL. If there is a need for parental involvement the Camp Coordinator will contact parents.
- Our expectation is to assist children in making appropriate choices, but when necessary the following steps will be taken: (1) verbal warning, (2) written warning given to parent/guardian, (3) three day suspension and (4) removal from the program.

## FIELD TRIPS

- **ALL CAMPERS MUST BE AT CAMP BY THE STATED DESIGNATED DROP OFF TIME located on the weekly schedule board outside of the multi-purpose room**
- Field trips will take place on Thursdays. **All those attending a field trip MUST be registered and paid for the THURSDAY prior to the week attending camp**
- Each Camper is expected to wear the “official” camp T-shirt for all off site field trips. Any camper attending without the required t-shirt will not be permitted to attend the field trip. **NO EXCEPTIONS.** Some of the field trips will be split with older campers taking a different trip and some field trips will be taken together.

The division will be as follows: fourth graders and older and third graders and younger. Pre-school campers will only attend age appropriate field trips.

- Transportation will be provided by First Student Bus Service. Some field trips may require an additional fee. Please check the field trip schedule for details.
- Our last full week of camp will be a cookout for the entire family. You will be asked to give us a head count for the number of people attending in your family.

### **PERSONAL ITEMS**

Electronic devices will only be permitted until 9am or after 5pm during the Summer Camp day. Anyone bringing such items to camp do so at their own risk. The Summer Camp staff will not be responsible for the safety of these items.

### **MONEY**

Campers may bring money for items at the pool concession stand. Camp will provide a container with an envelope with your child's name on it. You may put money for your child in the envelope daily/weekly for use at the pool. **NO CHILD WILL BE ALLOWED TO GET MONEY FROM THIS CONTAINER**, only counselors are permitted to handle it. We will not be responsible for money kept by campers. We cannot be responsible if your child decides to "share" with other children.

### **SWIMMING**

- Every camper will be required to pass a water safety test prior to swimming in the pool. Camp counselors will be supervising our children at all times during swim time along with the certified lifeguards. All campers must abide by the rules set forth by the pool. Once a camper has been tested for the water, each camper will receive a colored bracelet to wear when swimming. BLUE bracelets will be permitted to swim anywhere, GREEN bracelets can only go where they can stand/touch, and PINK bracelets must wear a life jacket. Each camper should bring a swim suit, towel, sunscreen and any goggles or swimming aids they might need every day for swimming. **NO SWIM SUIT, NO SWIM!!** Each item must be CLEARLY marked with the name of the child. Each child must have their own bottle of sunscreen. It will be the child/parents responsibility to gather up all items.
- If you would prefer your child not swim we will provide a QUIET place for them to read in the multi-purpose room. They will not be permitted to play with electronic devices, but they may take a nap, read or draw.

PLEASE APPLY SUNSCREEN BEFORE YOUR CHILD ARRIVES AT CAMP. We will reapply sunscreen when we are going to the pool. PLEASE PUT YOUR CHILD'S NAME ON THEIR SUNSCREEN. We do our very best to apply sunscreen to each child who has a bottle, but we have missed a few now and then. Please remind your child that he/she needs to have the counselors put sunscreen on them.



## SWIM LESSONS

SwimSafe offers a wide variety of swim lessons for swimmers of all ages and skill levels. Visit SwimSafe online at [teamunify.com/cmsspmi](http://teamunify.com/cmsspmi) to find detailed information regarding lesson descriptions, class times, and online registration. Classes offered M-TH mornings and Saturday mornings throughout the summer. Simply chose your pool and pay by credit card online with ease. **Register online at [teamunify.com/cmsspmi](http://teamunify.com/cmsspmi). Weekday Session Fees: \$23 campers.**

Please have your child arrive at camp wearing their swim suit. Bring the necessary clothing to change into when lessons are over, including underwear. Swim team will be at the same time as last year and is separate from swim lessons.

## PHOTO POLICY

Pictures taken at the camp will be used for the end of the year celebration and may be used in city publications. If you prefer your child not have his/her picture taken please give this information to the [Camp Coordinator](#).

## YOUTH SUMMER ACTIVITIES OFFERED AT THE RECREATION CENTER

Looking for some great options in the afternoon for your camper to explore? The Rec. Dept. will be offering some great classes for your child. **Please see the attached flier for more detailed information.**

## **PAYMENTS, REFUNDS, LATE FEES & TRANSFERS**

We try to be accommodating of circumstances however, Due to the necessary adjustments that are made to staffing ratios, food preparation, and activities, all transfers and refunds are subject to a \$5.00 administrative fee per day/per child.

If you need to transfer camp days, or have a cancellation request please contact Jennifer Dennis at 821-5200 or by email at [jdennis@wyomingohio.gov](mailto:jdennis@wyomingohio.gov).

The following policies and timeline apply:

### **PAYMENTS**

**A \$45 (members/resident) or \$55 (non-resident) pre-registration fee is required to reserve your space in camp prior to attending. *All camp payments are due the THURSDAY prior to the week attending camp.* All those attending a field trip day MUST be registered and paid for the THURSDAY prior to the week attending camp**

### **LATE FEES**

**A late fee of \$10 per child will be assessed if registered after the THURSDAY prior to the week attending camp.**

## **TRANSFERS**

**A 48 hour notice is required to transfer days. All transfer requests will be subject to a \$5.00 administrative fee per day/per child. No transfers/refunds will be given for field trip days. No transfers or refunds will be permitted during week 10 of the summer camp program.**

## **REFUNDS**

**Program cancellation requests must be made in writing with 48 hours' notice.**

**Refunds will only be given for a valid medical reason.** A doctor's note will be required for a refund if a camper is absent due to an illness. **All refund requests will be subject to a \$5.00 administrative fee per day/per child. No refunds will be permitted during week 10 of the summer camp program. NO refunds will be given for lunch cards and/or concession cards.**

## **DRESS**

The majority of our activities will be held outside. Please be sure your child is dressed appropriately for the weather each day. Towels, swimsuits, goggles, etc. should be **marked with your child's name**, tennis shoes are recommended for daily wear. Flip flops and sandals may be worn to the pool.

## **PARENT CONCERNS**

Parent suggestions are welcome at any time. Comments, both positive and constructive, help the program grow. Please contact the Recreation Supervisor at any time by email [Irusnak@wyomingohio](mailto:Irusnak@wyomingohio) or call 679-4640.

## **STAFF**

The Summer Camp staff are enthusiastic, flexible, patient, humorous and imaginative leaders. Counselors often find themselves in the role of friend, teacher, coach and big brother/sister. It is a trust and responsibility that is very rewarding. Our staff is comprised of teachers, high school and college students who love children. The majority of the staff is certified in CPR and First Aid training.

## **GENERAL**

It is our desire to have an eight to one ratio for campers to counselors. Our older age groups may have a slightly higher ratio on occasion. All campers will need to be signed in and out each day by an adult. Only those listed on the camper's information sheet will be allowed to pick up a child. Should an emergency arise where someone other than those listed on the form need to pick up a camper, the parent will need to call the Camp Coordinator with the necessary information.

**PLEASE CHECK THE SCHEDULE FOR THE WEEK POSTED outside of the multi-purpose room at the Rec. Center. This will be your guide for the week's activities and what to bring on field trips, as well as, what time the bus will be leaving and what time your child is required to be there in order to attend the field trip.**

***PARENTS MEETING ON Sunday MAY 22, 2016 4:00PM  
WYOMING RECREATION CENTER***

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**IMPORTANT INFORMATION**

**Wyoming Recreation Center      821-5200**  
9940 Springfield Pike, Cincinnati, OH 45215

**Family Aquatic Center              842-1408**  
9940 Springfield Pike, Cincinnati, OH 45215

**Laurie Rusnak, Summer Camp Supervisor 679-4640**  
[lrusnak@wyomingohio.gov](mailto:lrusnak@wyomingohio.gov)

**Jennifer Dennis, Front Desk/Guest Services 821-5200**  
[jdennis@wyomingohio.gov](mailto:jdennis@wyomingohio.gov)